

A U S T I N C I T Y C O U N C I L

# AGENDA



Thursday, May 18, 2006

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Item # 21

## Purchasing Service Agreement RECOMMENDATION FOR COUNCIL ACTION

**Subject:** Authorize award and execution of a three-month fixed-price contract with CAPPS RENT A CAR, INC., Dallas, TX, for the rental of 12 full-size passenger vans and 10 cargo vans for the Parks and Recreation Department in an amount not to exceed \$57,906.

**Amount and Source of Funding:** Funding is available in the Fiscal Year 2005-2006 Approved Operating Budget of the Parks and Recreation Department.

**Fiscal Note:** There is no unanticipated fiscal impact. A fiscal note is not required.

Additional Backup Material  
(click to open)  
D CAPPS.BID.TAB

**For More Information:** Sydney Ceder, Buyer II/974-2035  
**Purchasing Language:** Lowest bid of three bids received.  
**MBE/WBE:** This contract will be awarded in compliance with Chapter 2-9 of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified, therefore, no goals were established for this solicitation.

This contract is for a three-month rental of 12 full-size passenger vans and 10 cargo vans for the Parks and Recreation Department Summer Playground, Summer Day Camp, and Summer Food Programs. The full-size vans can carry up to 15 passengers and will be utilized to transport children in the Summer Play Ground and Summer Day Camp program services the City offers to the community during the summer months. The 10 cargo vans will be utilized to deliver lunches for the Summer Food Services program.

Summer programming within the Parks and Recreation Department consists of numerous sites throughout the City. Expansion of sites, services, and programs substantiates the requirement and need to rent these vehicles. Included is a sampling of summer programs that begin in May:

**Playgrounds** – 40 playground and AISD school sites open for recreational activities for children, 6-12 years of age.

**Summer Day Camps** – 19 recreation centers, including the Austin Nature Science Center and the Dougherty Arts Center who offer summer camps for youth. Camp offerings range from pre-schoolers to teens.

**Summer Food Program** – Approximately 64 housing authorities, school and recreation sites host the summer food program which provides hot and cold meals to youth throughout the summer who may not otherwise get a nutritious noontime meal.

It is neither fiscally prudent for Parks and Recreation to purchase this many vehicles for such a short period of use, nor does the City Fleet Services currently have the inventory in the City's Rental Pool to meet the needs of these programs.

**PRICE ANALYSIS**

- a. Adequate competition.
- b. Twelve solicitations were issued including one MBE. There were no known WBEs. Three bids were received. The MBE did not respond.
- c. The pricing offered represents a 3% decrease from the last purchase made May 2005.

**APPROVAL JUSTIFICATION**

- a. Lowest bid of three bids received.
- b. The Purchasing Office concurs with Fleet Services' recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.

**BID TABULATION**

**IFB# SC006300041**

**Rental of Passenger and Cargo Vans – Three Month Rental**

<b><u>Vendor</u></b>	<b><u>15-Passenger Vans</u> (Qty – 12)</b>	<b><u>Cargo Vans</u> (Qty – 10)</b>	<b><u>Total</u></b>
<b>Capps Rent A Car, Inc. Dallas, Texas</b>	<b>\$35,676 (\$991 ea/month)</b>	<b>\$22,230 (\$741 ea/month)</b>	<b>\$57,906</b>
<b>Enterprise Rent-A-Car Austin, Texas</b>	<b>\$38,700 (\$1,075 ea/month)</b>	<b>\$27,750 (\$925 ea/month)</b>	<b>\$66,450</b>
<b>Longhorn Car-Truck Rental Austin, Texas</b>	<b>\$50,400 (\$1400 ea/month)</b>	<b>\$24,000 (\$800 ea/month)</b>	<b>\$74,400</b>

**Bid tabulation is on file in the Purchasing Office.**